

**MADERA COUNTY**  
**NURSE PRACTITIONER**

**DEFINITION**

Under general direction of a licensed physician and utilizing written protocols, to provide specialized health care services; to examine and treat patients in a clinical setting; to evaluate and manage problems associated with special health programs; and to perform related duties as required, in accordance with the Board of Registered Nursing, Nursing Practice Act.

**SUPERVISION EXERCISED**

May exercise technical and functional supervision over lower level staff.

**DISTINGUISHING CHARACTERISTICS**

The Nurse Practitioner classification is utilized in various programs of the Public Health Department to provide primary care medical services in a field of specialized competence. In addition to provision of the full range of primary care medical services, physical examinations and clinical case management, incumbents coordinate the care given by other medical specialists, sub-professional staff and non-county agencies.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Provides clinical services such as administration of prescribed medicine in a clinic setting; performs physical examinations; takes thorough histories and initiates appropriate diagnostic and screening tests; evaluates medical and/or emotional needs of patients; initiates and modifies selected therapy; assesses response of patients to illness and/or prescribed treatment; coordinates individual and family health management; provides guidance, instruction, treatment and referral services to patients and families; assesses community resources and needs for health care; draws blood; gives injections; administers and reads skin tests; administers immunizations and vaccinations; may supervise nurses and subordinate staff assigned to special programs; provides liaison between the Health Department and individuals and/or organizations; performs specified laboratory procedures; may assist in epidemiological investigations; gathers, prepares, maintains and evaluates statistical and case record data; trains and supervises aides and volunteers; prepares records and reports; maintains, inventories and orders stock for clinic; orders, maintains and reports on biologics used in clinics; may make home and/or school visits; may coordinate clinic activities; attends meetings, workshops and seminars; participates in and may conduct in-service training; performs other duties as required by special programs; may function as program manager.

**OTHER JOB RELATED DUTIES**

Performs related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Federal, State and local laws and regulations governing public health.  
Causes, means of transmission and methods of control of communicable diseases.  
Medical terminology, clinic routines, equipment and facilities.  
Full range of medical conditions of applicable medical specialty including procedures utilized in prevention, diagnosis and treatment.  
Principles of mental health.  
Fundamentals of medicine and nursing practices.  
Applicable laboratory procedures.  
General social, public health, mental health and other community treatment agencies.  
Medical recordkeeping.  
Diverse needs and problems of various cultural and ethnic groups.  
Laws and regulations relating to practice of medicine and nursing, especially in a public health agency.  
Principles of supervision and training.

**Skill to:**

Operate a motor vehicle safely.

**Ability to:**

Exhibit sound judgment.  
Work independently in the absence of on-site physician direction.  
Establish and maintain cooperative relationships with public and private social and health care agencies.  
Analyze situations accurately and take appropriate action.  
Communicate effectively both orally and in writing.  
Interpret laboratory data.  
Prioritize work effectively.  
Prepare clear, concise and complete reports and records.  
Construct medical history.  
Identify medical problems and develop and implement treatment plans.  
Accurately assess patient behavior.  
Explain diagnosis and treatment to patients of various socioeconomic and educational backgrounds.  
Read and understand complex medical terminology.  
Effectively train and/or supervise others.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

One year of experience as a Nurse Practitioner or Physician's Assistant.

**Education:**

Graduation from an accredited college or university and completion of a program, which confers graduate status as a Nurse Practitioner.

**License or Certification:**

Possession of valid certification of licensure as a Nurse Practitioner issued by the State of California.

Possession of, or ability to obtain, an appropriate, valid California Driver's License.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and lift 25 lbs.; exposure to cold, heat, noise, outdoors, chemicals, explosive materials, and infectious diseases.

**Effective Date:** November, 1997